

The Greene School
BOD Meeting Minutes
Workdigz Conference room
16 International Way
Warwick, RI
May 20th, 2015 at 7:00PM

Open Session:

Call to order at 7 PM

Members present: Amy Pratt, Laura Clavette, Dick West, Paul Morse, Jen Sherer

Non-members present: Melissa Hall (Assistant Principal) and Mary Jane Sorrentino(potential new board member)Lisa Cash (business manager)

Reading of the Mission Statement- read by Laura Clavette

Public Comment (15 minute limit)- no one from the public was at the meeting

Approval of the 4/15/15 open and closed meeting minutes

- **Dick made a motion to approve both the 4/15/15 open and closed meeting minutes. Jen 2nd. All agreed anonymously.**

Welcome Ms. Hall to present Wellness Plan Policy (circulated prior to the meeting and vote needed)

- Ms. Hall explained that a Wellness policy is required by RIDE and that we had one previously that has been reviewed and amended and ready for a vote tonight. Major change involves the creation of nut-free zones in the school to address allergies.
- **Paul made a motion to accept the new revised wellness plan policy. Jen Sherer 2nd. All agreed unanimously.**

Old Business:

1. Head of School report
 - a. Head of school report and data dashboard has been circulated prior to the meeting
 - b. 49 enrollment packages have already been turned in for the freshman class
 - c. EL credentialing- 2 goals on proficiency for Habits of Work (HOW) grades- has been set at 3.1
 - d. To increase this HOW grade- the school has streamlined the interventions, now have 5 days a week of tutoring, non-proficiency letters sent home to parents, a HOW lab has been reinstituted during renaissance time. May things in place for students to use to increase their Habits of Work grades.
 - e. Some parents have met with Ms. Duncan to discuss poor HOW grades.
2. Finance Committee report
 - a. Management letter discussion
 - i. We have a contract with the same auditor for next year
 - ii. Ms. Cash is going to take a 40 hour course on financials for non-profits. This will get done over the summer
 - iii. Sage and audit sent to RIDE and it balanced
 - iv. **Paul made a motion to accept the management letter and he will sign it. Jen 2nd. All agreed anonymously.**

- b. Budget
 - i. Paul circulated statements of activities and changes in net assets
 - ii. Reduced by 4% of district payments as well as state funding in case it changes
 - iii. Busing will cost approx. \$250,000.00
 - 1. Brainstorming with our lawyer on how to make transportation more cost effective but also legal and safe.
 - 2. We have a 5 year contract with our busing currently, but we are also looking at other companies for a better rate.
 - iv. Budget will be ready for a vote at the next Board meeting
- c. Greene School Health Insurance Plan
 - i. Still doing a final working of the numbers-
 - ii. May add incentives to waive health insurance
 - iii. Will have options to discuss at the next meeting and can make decisions if there are any changes

3. Facilities Committee report

- a. Present site feasibility information to date
- b. Ratification of hiring Union Studios for site evaluation

Being as USDA is our only viable source of funding and USDA recommended using an architectural firm familiar to the USDA process, and that Union Studio is the only local architectural firm who has built a school using the USDA program, and that Andrew Barkley who worked with TGS on our Master Plan now works for Union Studio, Paul and Amy hired Union Studio to assist in facilities planning.

- i. **Paul made a motion to ratify the hiring of Union studios for site evaluation for a cost of \$8600.00. Jen 2nd. All agreed unanimously.**

4. Fundraising Committee report

- a. Dinner- June 18th at 5:30PM at the West Warwick senior center. Serving 100 people this time. Reduced price to \$25/ticket.
- b. friend raiser- will try to plan for September in East Greenwich at Clouds Hill farm- small group of 10-15 people, have students there to present the school. Will ask Christa Andrews to chair this event because she has a connection there.
- c. Will have a fall fundraiser again this year- can use the leftover items from the Cow Golf donations
- d. May hire a development person- part time- if funding is present.

5. Governance committee report

- a. Board referral program through Rhode Island Foundation and the institute for non-profit excellence- Amy has enrolled us in this to try to match up professionals interested in volunteering for a non-profit.
- b. Circulate Inventory of Skills chart for planning June meeting.

Mr. Joshua Laplante (new Head of School) arrived at the meeting at 8:15PM

New Business:

1. How best to support our new Head of School
 - a. Melissa Hall states they are working hard to make the facility organized and ready for him and the Instructional Leaders team plans to meet with him soon.
 - b. He has met with Paul on the budget, both this current one as well as next years, and then he will spend time with Lisa Cash.
 - c. Need to plan a time to introduce Mr. Laplante to the school community- perhaps at the Celebration of Learning
 - d. He has registered for the Expeditionary Learning leadership training, which is 3 days over the summer. He will be reimbursed for this expense.
 - e. He will be available to be a panelist on a few of the sophomore passage portfolio presentations.
2. Consideration of joining the American Sustainable Business Council
 - a. This is a grouping of 12,000 businesses.
 - b. Paul suggests we join at cost of \$250.00
 - c. Dick will investigate the organization
3. Program to support teacher development (Masters courses)
 - a. We need to offer creative ways to maintain our staff
 - i. Teaching remedial courses for a stipend
 - ii. Offering to cover the cost of obtaining a Masters degree
 - iii. A process has been created to determine which teachers will be approved for this- they need to apply to TGS for approval. It is limited to \$300/credit for a maximum of 12 credits per teacher- Board will have discretion of who to fund and which courses are most valuable to TGS.
 - iv. **Paul Morse made a motion to approve the reimbursement policy of obtaining a masters degree as well as a grade of a "B" or above has been maintained and the teacher agrees to stay with TGS for at least one year. Jen 2nd. All agreed unanimously.**
 - v. This will help enable more teachers to be able to teach early enrollment classes (dual enrollment at RIC for TGS students) because teachers need a Masters degree in the area that they are teaching in order to do this.
 - vi. There is \$7200.00 in the budget for this

At 9 PM, Laura made a motion to enter into Executive Session: R.I.G.L. 42-46-5(a) (5) Any discussions or considerations related to the acquisition or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public.

- **Lease negotiation for potential new properties**
- **Announcement of vote, if any. Paul 2nd. All agreed unanimously.**

Melissa Hall, Mary Jane Sorrentino, Lisa Cash and Josh Laplante were invited to stay for executive session.

Executive session ended at 9:30PM, it was announced that no votes were taken in executive session
Paul made a motion to seal the minutes of the executive session. Jen 2nd All agreed unanimously
At 9:32PM, Paul made a motion to adjourn the meeting. Jen 2nd. All agreed unanimously.